

Figure 1

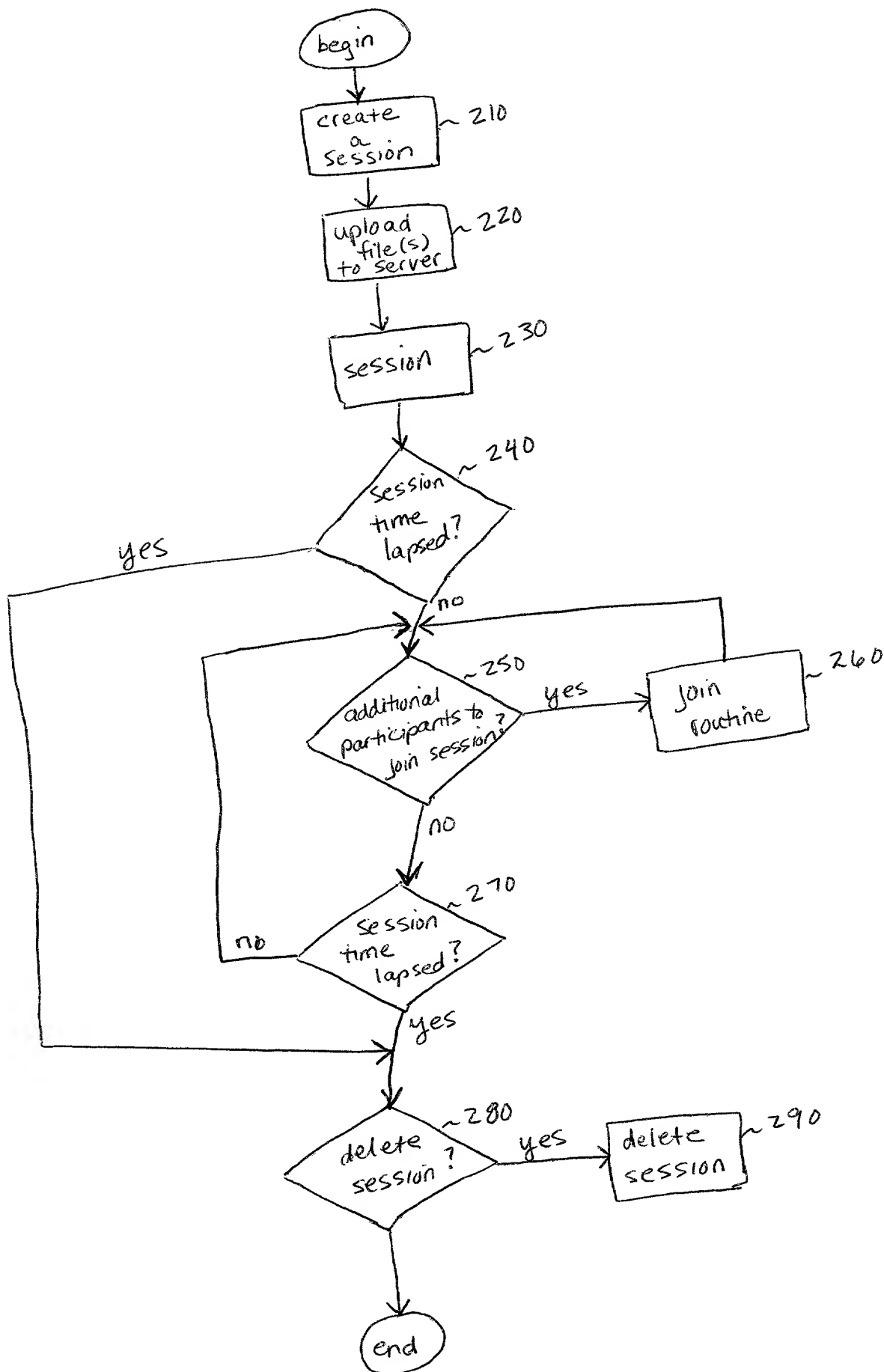


Figure 2

Switch Notes – Creating a Session

Switch Notes

core

Welcome john to SwitchNotes.com

Logout

My Profile

My Notes

My Calendar

My Page

Switch Notes

My Ad

Conference

Calendar

Chat

Search

in Switch Notes

Schedule

Join

Reschedule

Manage Archive

Cancel

Get on to something more exciting than your routine chat. More dynamic than instant. Switch Notes is much more interesting because it's far more interactive than either one of them. You will discover that gathering is really exciting!

Schedule A Switch Notes Session

- As soon as you schedule a session, a link will appear on your 'My Page'.
- On 'My Page', you have the option to view the R.S.V.P status and reschedule or cancel the Session.
- Want to create a Switch Notes Session instantly? Is your Buddy online? Click on the Instant Checkbox.
- When you choose to Schedule a Switch Notes Session instantly, the start date and times will get auto-filled in the respective areas. Then just 'Set & Join' by clicking on the button below.

SESSION ID

Schedule an Instant Session:

☐

Date

Select Start Date

Time (24 hour clock)

hh

mm

Duration

☐ 1 hour
 ☐ 2 hour
 ☒ 3 hour

If you are inviting a MeWeUs Member then you should give his Login ID
When inviting a non-MeWeUs member, give his Email address

is the person you want to invite:

MeWeUs Member Login ID

(or)

Email Address

☒ A MeWeUs Member
 ☐ Not A MeWeUs Member

Buddy List

Address Book

Set

Reset

Set & Join

- If you have selected a MeWeUs member an instant Message would be sent to him if he/she is OnLine else an email would be sent automatically to his/her MeWeUs mail address.
- If you have selected a Non-MeWeUs member an email would be sent to him inviting him to join the Switch Notes Session

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Figure 2A

Switch Notes – Manage Archive

My Page
Switch Notes
My An
Conference
Calendar
Chat
Search

In Switch Notes
Schedule
Join
Reschedule
Manage Archiving
Cancel

Manage Your Archive

- This page will load the File Upload control and register it with your system within few minutes.
- If you don't see the File Upload control in this page, please click [here](#) to download and register it manually.
- After you have installed the control on your system please click [here](#) to view it on this page.
- Manage your archive by uploading files.
- Click the [Browse] button to upload files from your system.
- Click the [Send] button to send the files to your folder created on the server.
- After you are done with managing your archive click on the [Join Room] button to join the switch notes room.

Enter File Name:

Browse

Upload

My Archive

Delete

Session File

Remove

Join Room

Figure 2B

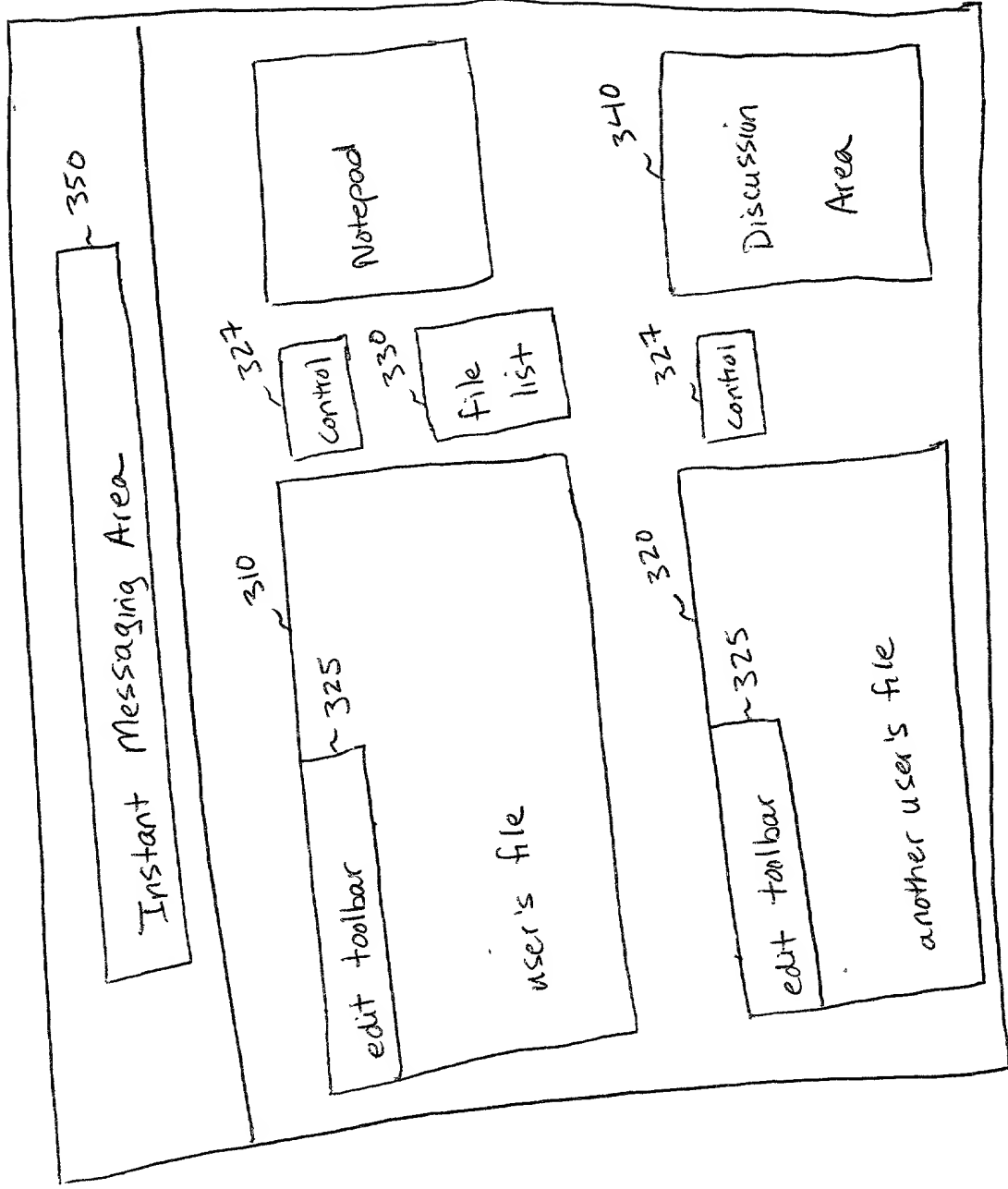


Figure 3

Switch Notes

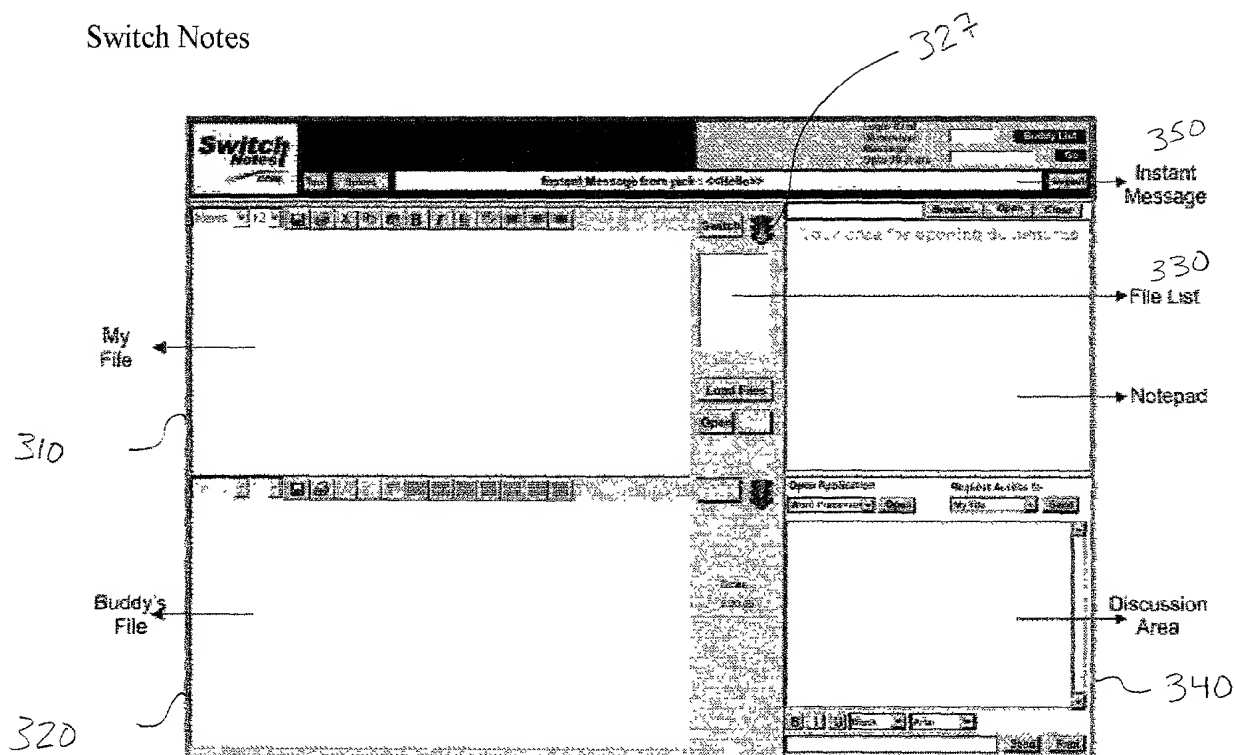


Figure 3A

092908-04101

Switch Notes (during a session)

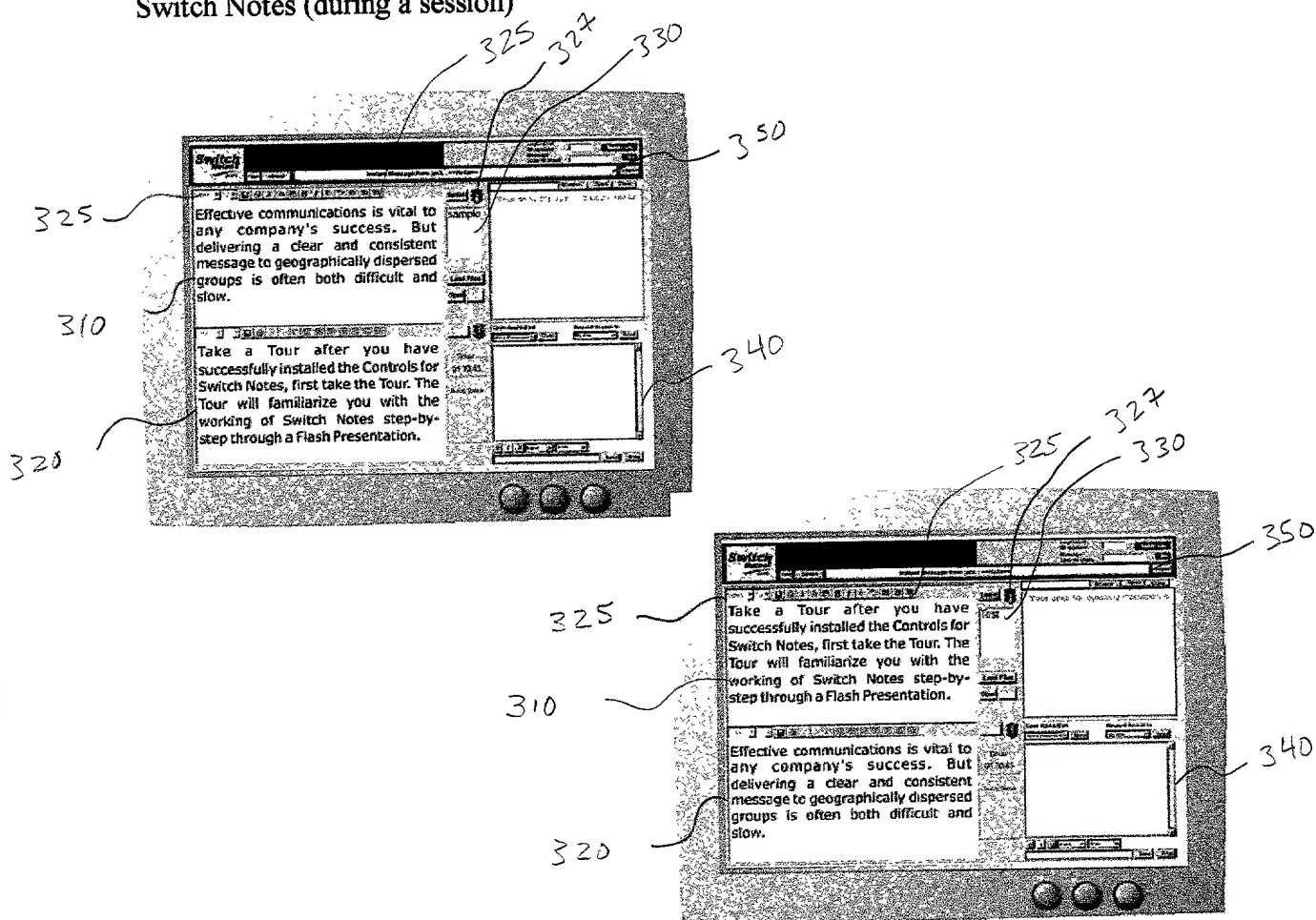


Figure 3B

Screen Shots

Conference Mode

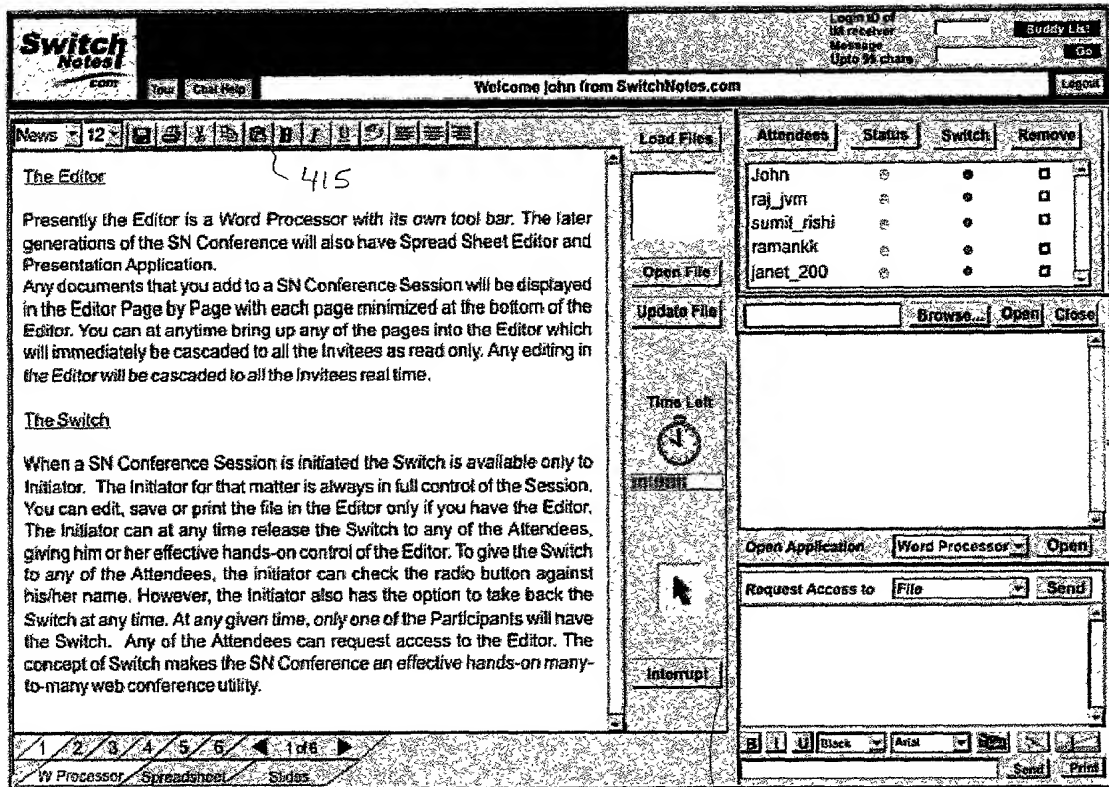


Figure 4